



STATE OF MAINE
Department of Marine Resources
Bureau of Marine Science

Janet T. Mills
Governor

Patrick C. Keliher
Commissioner

12/21/23

Tony L. Wood
F/V Miss Sarah
280 Chicken Mill Pond Rd
Gouldsboro ME 04607

**SUBJECT: Notice of Conditional Contract Award under RFP # 202310212,
2023 SPRING SCALLOP SURVEY VESSEL**

Dear Tony Wood:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Marine Resources for 2023 Spring Scallop Survey Vessel. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- F/V Miss Sarah: Tony Wood

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in dark ink, appearing to read "Carl Huntsberger". The signature is fluid and cursive, with the first name "Carl" written in a slightly larger, more prominent script than the last name "Huntsberger".

Carl Huntsberger

Marine Resources Scientist II
Department of Marine Resources
P.O. Box 8
194 McKown Point Rd.
West Boothbay Harbor, ME 04575

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202310212
RFP TITLE: 2024 Spring Scallop Survey Vessel
BIDDER: Tony L. Wood
DATE: 12/12/23

SUMMARY PAGE

Department Name: Marine Resources
Name of RFP Coordinator: Carlton Huntsberger
Names of Evaluators: Kathleen Reardon, Jessica Waller

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)		
• No significant previous violations of scallop/Marine Resources laws as of 12/13/23	X	
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	35	*
Section III. Proposed Services	35	*
Section IV. Cost Proposal	30	*
<u>Total Points</u>	<u>100</u>	<u>*</u> <u>-</u>

*This was the only bidder who submitted a proposal for this RFP

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TEAM CONSENSUS EVALUATION NOTES**

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DATE: 12/12/23

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

This vessel has successfully conducted this survey with us in the past and provided all required information for this section.

**STATE OF MAINE
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**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Availabl e</u>	<u>Points Awarde d</u>
Section II. Organization Qualifications and Experience	35	*

Evaluation Team Comments:

- I. Overview of the Organization
 - The bidder has successfully completed this survey in the past.
- II. Bidder's fishery Experience
 - This bidder has indicated they have experience fishing for 45 years and 8 years conducting this survey.
- III. Bidder's knowledge of eastern Maine Coastal waters from Penobscot Bay to Lubec and the associated scallop fishing grounds
 - This bidder has indicated they have experience with these waters, and we know from previous experience the bidder has experience conducting the survey in these waters.
- IV. Past research experience and projects
 - This vessel has conducted the proposed survey each year since 2015.

**STATE OF MAINE
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**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Availabl e</u>	<u>Points Awarde d</u>
Section III. Proposed Services	35	*

Evaluation Team Comments:

The bidder has a history of completing the proposed services listed in the RFP for previous contracts. We know from previous experience and the details provided that this vessel is well suited for the survey requirements. We know from previous experience and his response on the RFP that the bidder will actively participate in project planning.

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**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
*	,	*	x	30 points	=	*

Evaluation Team Comments:

The proposed daily price was within the ballpark of the previous survey in 2023. This is a reasonable bid for the expected work based on current expenses and relative to other DMR surveys.



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AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202310212
RFP TITLE: 2024 Spring Scallop Survey Vessel

I, **Carl Huntsberger** accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Marine Resources. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

12/1/23

Signature

Date



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AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202310212
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I, **Kathleen Reardon**, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Marine Resources. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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12/1/2023

Signature

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I, Jessica Waller, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Marine Resources. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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A handwritten signature in black ink, appearing to read "Jessica Waller".

12/1/2023

Signature

Date